Department of the Army (DA) Boards Process: To create and convene a Department of the Army Board

Point of Contact
Division: Personnel Division (ARNG-HRP)

Description
The DA Boards Process describes the steps involved with creating and convening a Board from the Officer's point of view. The process starts when HRP Boards Section selects Officers that will go before the Board. Once Human Resource Command (HRC) publishes the list on Guard Knowledge Online (GKO), the Officer becomes involved ensuring that his records are correct. If there are any problems, HRP Boards Section is responsible for correcting the file. Once the file is approved by the Officer, the Board/Panel meets and the results are sent to the appropriate approving agencies. HRP Boards Section sends the results to the States, and the Officer receives the results via the State OPM or the DA Board Results page on the HRC website.

Regulations and Supporting Resources
AR 135-155, Promotion of Commissioned Officers and Warrant Officers Other Than General Officers

AR 600-8-22, Military Awards

DA PAM 600-3, Commissioned Officer Professional Development and Career Management

Human Resource Command (HRC) Website

NG PAM (AR) 25-10, Standard Installation/Division Personnel System – Army National Guard (SIDPERS-ARNG) Data Element Dictionary

NGR 600-100, Commissioned Officers-Federal Recognition and Related Personnel Actions

Documents and Forms

[DA Form 2-1, Personnel Qualifications Record](#)

Declination Memo

[Officer Selection Board Policy Branch SOP](#)

Related Processes
[DA Boards Volunteer Selection Process](#)
Steps to volunteer for a DA Board and the member selection and member notification process

Systems
[2X Citizen](#)
2X Citizen is the U.S. Army Reserve Personnel Command's (AR-PERSCOM) web site. It was designed to provide a centralized source of Army Reserve career information for reservists, veterans, and family members. The site contains an internal search engine, the ability to download forms and templates, and important contacts for Soldiers.

Army Selection Board System (ASBS)
ASBS is a system that helps to automate the Board Volunteer Selection Process. It eliminates the need to hard-copy promotion board files on soldiers. It automates the official military personnel file, photo, and ORB/ERB as an electronic file to the voting members of the Board.

Department of the Army Boards System (DBS)
The DA Boards System is a Guard specific program that pulls data from SIDPERS, TAPDB, and FEDREC and is used as a management tool for keeping the Mandatory DA Boards section up to date on actions taken on officers going before the board.

Department of the Army Photograph Management Information System (DAPMIS)

DAPMIS is designed to maintain current DA official photographs for promotion. Photos are uploaded to DAPMIS only by authorized users of the account. Soldiers can review the photo taken online via AKO within 3 days of the photo being taken.

Guard Knowledge Online (GKO)

Guard Knowledge Online (GKO) is a Web portal that provides support functionality to the National Guard community. The primary role of GKO is a knowledge management tool for information sharing through the entire Army National Guard community, including document, file, and image libraries. The site provides check-in / check-out version control, change notification, and announcement posting. The GKO calendar can integrate with Microsoft Outlook to manage and track tasks and meetings. In addition, GKO allows for audience specific threaded discussion pages and easy survey creation.

Interactive Personnel Electronic Records Management System (iPERMS)

iPERMS provides centralized storage location, controlled access, and safeguarding of the Official Military Personnel File (OMPF) and includes the Soldier's DA Photo. Access is limited and controlled by the G1 of each respective State. While in a deployed environment, access is granted by ARNG-HRP-R. Soldiers can access their individual file using their AKO login and password.

Total Army Personnel Database – Guard (TAPDB-G)

TAPDB-G is a data repository system designed to serve as an archive for personnel information for all ARNG personnel (officer and enlisted). The system is responsible for pushing information fed by Standard Installation/Division Personnel System (SIDPERS) transactions to the Integrated Total Army Personnel Database (ITAPDB).

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